Admissions Requirements:

- Graduate programs application
- Official transcripts from each college/university attended
- Grade point average 3.00 GPA (if GPA is 2.50-2.99, documentation for 5 years of related professional experience, including dates, employers and phone numbers is required)
- Resume
- Essay stating, what makes a great teacher and why you will become one. (1-2 pages, double-spaced)
- Candidate self-evaluation
- Letters of recommendation – at least two
- Indiana Criminal History Check, www.IN.gov/ISP

Schedule to take CASA and/or Content Area Assessment, www.in.nesinc.com

Description of Master of Arts in Teaching (MAT) Program

The MAT program is designed for candidates who are seeking initial teacher certification. The MAT program begins with the Bethel College graduate level Transition to Teaching program (18-24 credit hours) leading to an Indiana teaching license. Transition to Teaching is a one-year cohort program beginning each May. The Bethel College Transition to Teaching program is designed for individuals who have completed a bachelor’s degree and want to become licensed teachers. Upon completion of the Transition to Teaching component and passing scores on all required licensure tests, candidates are eligible for an Indiana Teaching license. Transition to Teaching program completers are able to earn the Master of Arts in Teaching degree by taking an additional 12-18 credit hours, for a total of 36 credit hours of graduate study.

Curriculum for Master of Arts in Teaching

Transition to Teaching - Elementary

Candidates seeking an elementary teaching license will complete the following 24 credit hours.

<table>
<thead>
<tr>
<th>BLOCK1</th>
<th>SUMMER</th>
<th>HOURS</th>
</tr>
</thead>
<tbody>
<tr>
<td>EDTR 501</td>
<td>Teaching in the 21st Century</td>
<td>9</td>
</tr>
<tr>
<td>EDTR 520</td>
<td>Reading Foundations</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>BLOCK 2</th>
<th>FALL SEMESTER</th>
<th>HOURS</th>
</tr>
</thead>
<tbody>
<tr>
<td>EDTR 512</td>
<td>Field Placement- 120 hrs of participation in school</td>
<td>9</td>
</tr>
<tr>
<td>EDTR 521</td>
<td>Advanced Reading &amp; Lang. Arts Methods</td>
<td></td>
</tr>
<tr>
<td>EDTR 522</td>
<td>Methods of Teaching – Elementary Mathematics, Social Studies, Science</td>
<td></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>BLOCK 3</th>
<th>SPRING SEMESTER</th>
<th>HOURS</th>
</tr>
</thead>
<tbody>
<tr>
<td>EDTR 502</td>
<td>Classroom Environment (Block course)</td>
<td>6</td>
</tr>
<tr>
<td>EDTR 590</td>
<td>Student Teaching Full-time, semester-long</td>
<td></td>
</tr>
</tbody>
</table>

Total credits 24

Student Teaching is a full-time 15 week experience. It may be one 15-week placement in a single classroom or two placements of 9 weeks & 6 weeks at two different levels.

Transition to Teaching - Secondary License

Candidates seeking a secondary teaching license will complete the following 18 credit hours.

<table>
<thead>
<tr>
<th>BLOCK1</th>
<th>SUMMER</th>
<th>HOURS</th>
</tr>
</thead>
<tbody>
<tr>
<td>EDTR 501</td>
<td>Teaching in the 21st Century</td>
<td>6</td>
</tr>
</tbody>
</table>
**DIVISION OF ADULT AND GRADUATE STUDIES**

**HOURS**

**BLOCK 2 FALL SEMESTER**
- EDTR 511 Field Placement - 80 hrs of participation in school
- EDTR 528 Reading & Writing Across the Curriculum
- EDTR 5xx Methods of Teaching – Secondary

**BLOCK 3 SPRING SEMESTER**
- EDTR 502 Classroom Environment (Block course)
- EDTR 590 Student Teaching Full-time, semester-long

**Total credits**

Student Teaching is a full-time 15 week experience. It may be one 15-week placement in a single classroom or two placements of 9 weeks & 6 weeks in both a middle and high school.

**Completion of the MAT**

The candidate for the Bethel College MAT is required to earn an additional 12-18 hours (depending on Elementary or Secondary) from among the following courses.

**Required Core - 6 credits hrs.**
- EDUC 500 Introduction to Professional Development & Leadership - 1
- EDUC 555 Educational Research - 3
- EDUC 690 Professional Development & Leadership - Capstone - 2

**Electives to complete the degree selected from the following:**
- EDUC 521 Curriculum Development and School Improvement - 3
- EDUC 531 Effective Instruction and Assessment - 3
- EDUC 541 Meeting the Needs of Diverse Learners - 3
- Approved Seminars or other courses - 1-3

**Total credits**

MAT Graduation Requirements and Program Completion

- Successful completion of graduate course work, including any required internships.
- Candidates must maintain a minimum GPA of 3.0 in all coursework required.
- Minimum of C- in all completed coursework.
- Candidates will develop and present a professional portfolio to document knowledge, skills and dispositions characteristic of a wise leader.
  - Formative assessment of the portfolio will be conducted throughout the program as part of course requirements.
  - The summative assessment of the portfolio will be conducted during the Capstone course, or for the school administration candidates, near the end of the Internship. For candidates who take the Capstone course prior to the final semester of coursework, a summative portfolio assessment will be scheduled during the final semester of courses.
  - Candidates who submit an unacceptable portfolio will be required to schedule a meeting with the graduate program director or a faculty member appointed by the director to assist the candidate with portfolio development. The portfolio must be re-submitted according to the remediation plan and schedule established.
MAT Admission Requirements

Individuals who have successfully completed the Bethel College Transition to Teaching program and have a valid teaching license with at least one year of teaching experience will be eligible to complete an application form, submit one additional recommendation letter and a copy of their teaching license to be approved to continue in the MAT program.

MAT Graduation Requirements and Program Completion

- Successful completion of graduate coursework, including any required internships.
- Candidates must maintain a minimum GPA of 3.0 in all coursework required.
- Minimum of C- in all completed coursework.
- Content knowledge in the cognate area will be assessed by a complete or partial comprehensive exam near the end of the candidate’s program.
  - If a candidate fails the comprehensive exam, a re-take may be scheduled.
  - Candidates will be required to complete a review project/assignment prior to re-taking the comprehensive exam.
  - Minimum of C- in all completed coursework.
- Candidates will develop and present a professional portfolio to document knowledge, skills and dispositions characteristic of a wise leader.
  - Formative assessment of the portfolio will be conducted throughout the program as part of course requirements.
  - The summative assessment of the portfolio will be conducted during the Capstone course, or for the school administration candidates, near the end of the Internship. For candidates who take the Capstone course prior to the final semester of coursework, a summative portfolio assessment will be scheduled during the final semester of courses.
  - Candidates who submit an unacceptable portfolio will be required to schedule a meeting with the graduate program director or a faculty member appointed by the director to assist the candidate with portfolio development. The portfolio must be re-submitted according to the remediation plan and schedule established.

Description of Master of Education (M.Ed.) Program

The online M.Ed. program is designed for candidates who already have a valid teaching license, and, in most cases, who have completed an undergraduate degree in education. The M.Ed. program will help candidates meet professional development goals and assist the candidates to bring current research into practice in their schools. To earn the M.Ed., a candidate must complete 36 credit hours. Coursework is offered online with elective seminars offered on campus. The M.Ed. program affords the candidate a choice of three cognate areas: Literacy, School Leadership or a Generalist option. In addition to the three cognate options, candidates interested in becoming a school building principal may select the School Administration Licensure option leading to the Indiana K-12 Building Level Administrator License.

NOTE: Individuals who already have a master’s degree, a valid teaching license and three years of successful teaching experience may complete the School Administrator Licensure coursework (20 hours) to be eligible for the Indiana K-12 Building Level Administrator license.

Format of the M.Ed. Program

The M.Ed. program can be completed in two years or longer if candidates take only one course per semester or sit out for a term. Candidates can begin the program during any term, but they are required to take the Professional Development and Leadership Introduction course within the first nine hours of coursework. The Professional Development and Leadership Capstone course, if required, must be taken within nine hours of program completion.